

# EXPENSES CLAIM

Claim Number

76864

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name Simon D C Entwisle			Job Level [REDACTED]	Payroll NO.	Department Executive		
Date	Time		Full details of journey and charges	Mode of travel	Car mileage		Receipt attached
	Depart	Arrive			STD 45p	PTR 25p	
02.07.12			[REDACTED] to Media City, Manchester 15.1m	Car			
		0935	Media City, Manchester to Office 16.9m	Car			
			Normal home to office journey 23m	Car			
			Mileage claimed	Car	9		4.05
04.07.12	0600	1530	Meeting with DCMS/Ofcom, London; expenses claimed				7.80 ✓ <sub>1</sub>
19.07.12	0615		[REDACTED] to Stockport station	Car			n/a
			Parking at Stockport				4.00 ✓ <sub>2</sub>
	0707		Stockport to London Euston	rail			pre-paid
			Expenses claimed				4.00 ✓ <sub>3</sub>
	1640		London Euston to Stockport	rail			pre-paid
		1915	Stockport station to [REDACTED]	Car			n/a
sub-total					9	0	19.85
Other incidental expenses (e.g. telephone, postage)							
total amount claimed						19.85	
less advances received							
amount claimed for payment						19.85	
If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.							

9 mile

27 JUN 2012

# EXPENSES CLAIM

Claim Number

7368

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name <b>Simon D C Entwisle</b>			Job Level <b>[REDACTED]</b>	Payroll NO. <b>[REDACTED]</b>	Department <b>Executive</b>			
Date	Time		Full details of journey and charges	Mode of travel	Car mileage		Receipt attached	
	Depart	Arrive			STD 45p	PTR 25p		£ p
20.06.12	0500	0545	Home to Manchester Airport	Car			no claim	
			Expenses claimed Manchester Airport				3.70	
	0655	0800	Manchester Airport to Belfast City	Flight			pre-paid	
		0900	Belfast City to Belfast Office	Bus			2.20	
	1515	1530	Belfast Office to Belfast City	Taxi			8.00	
		1830	Flight Belfast City to Manchester Airport	Flight			pre-paid	
			Expenses claimed Belfast Airport				2.85	
	1830	1915	Manchester Airport to Home				no claim	
					sub-total	0	0	16.75
<b>Other incidental expenses (e.g. telephone, postage)</b>								
total amount claimed							16.75	
less advances received								
amount claimed for payment							16.75	
If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.								



## EXPENSES CLAIM

Claim Number

38174

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department			
Christopher Graham			Chief Executive			
Usual mileage to work						
NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.						
Date	Time	Full details of journey and charges.	Mode of travel	Car mileage	Receipt attached *	
	Depart	Arrive		STD 45p	PTR 25p	£ p
05/07/12			Breakfast on the way to the office after early morning media interview			3.15 Yes ①
11/07/11 *		2215	Snack in London			2.95 Yes ②
13/07/12	1515	-	Snack at the airport			4.65 Yes ③
	-	2000	Taxi from airport to home	Taxi		15.00 Yes ④
* left the office at 1355hrs on 10 July						
RECEIVED						
				sub-total	0	0 25.75
Other incidental expenses (e.g. telephone, postage).....						
total amount claimed						25.75
less cash advances received						
amount claimed for payment						25.75
If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.						

\* Receipts must be provided for subsistence claims and attached to the back of this form.

\* If no break down is provided please add a brief description of the items consumed. Thank you.

RECEIVED

02 JUL 2012

**ico.**  
Information Commissioner's Office

# EXPENSES CLAIM

Claim Number

89028

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name	Job Level	Payroll NO.	Department
Christopher Graham			Chief Executive
Usual mileage to work			

NB - Only mileage in excess of your usual journey can be claimed. Please make the adjustment before entering into the STD mileage box, refer to the Expenses Guide if you are unsure. Thank you.

Date	Time		Full details of journey and charges.	Mode of travel	Car mileage		Receipt attached *
	Depart	Arrive			STD 45p	PTR 25p	
26/06/12	1350	-	Snack on the train on the way to London				3.30 Yes ①
27/06/12	-	0835	Breakfast on the train on the return to office				3.15 Yes ②
29/06/12	0645	-	Breakfast on the train on the way to Coventry				4.80 Yes ③
	-	-	Taxi from Coventry station to University of Warwick	Taxi			12.00 Yes ④
	-	2300	Taxi from University of Warwick to centre of Coventry	Taxi			12.00 Yes ⑤
				sub-total	0	0	35.25

## Other incidental expenses (e.g. telephone, postage)

total amount claimed						35.25	
less cash advances received							
amount claimed for payment						35.25	

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.

\* Receipts must be provided for subsistence claims and attached to the back of this form.

\* If no break down is provided please add a brief description of the items consumed. Thank you.

International Commission • 

## EXPENSES CLAIM

**Claim Number**

28536

**All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section**

Name	Job Level	Payroll NO.	Department			
JANE MARY						
Usual mileage to work						
NB only mileage in excess of your usual journey can be claimed Please make the adjustment before entering into the STD mileage box. Refer to the Expenses Guide if you are unsure.						
Date	Time Depart Arrive	Full details of journey and charges.	Mode of travel	Car mileage STD PTR 45p 25p	E p	Receipt attached *
03.04.12		ICO - BOARD MTG	TRAIN		83.50	✓
		Rox → INS → WIMBORNE			31.90	✓
13.06.12		ICO - AUDIT COMMITTEE	TRAIN		161.00	✓
			CAR PARK		23.70	✓
				sub-total	300.10	
Other incidental expenses (e.g. telephone, postage)						
				total amount claimed	300.10	
				less cash advances received	-	
				amount claimed for payment	300.10	
If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.						

\* Receipts **must** be provided for subsistence claims. Please attach to the **back** of this form.

# EXPENSES CLAIM

Claim Number

61432

All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section

Name			Job Level	Payroll NO.	Department		
ENID ROWLANDS							
Date	Time		Full details of journey and charges	Mode of travel	Car mileage		Receipt attached
	Depart	Arrive			STD 40p	PTR 25p	
15/06/12	9.45	12.30	[redacted] (London)	TUBE	3.5		32-50 ①
	16.00	19.00	Flat to Euston to [redacted]	TRAINS			32-40 ②
			Widmslow to Manduho	CAR			2-20 ③
			Tundian to Pennat				9-75 ④
			NB I was working in London the evening of 14 <sup>th</sup> June, & returning after mtg. to home in [redacted]				2-00 ⑤
			REMCO Mtg.				
sub-total					1.67	78.85	
Other incidental expenses (e.g. telephone, postage)					1.58	78.85	
						73.48	
total amount claimed					80.52	0.00	
less advances received					73.48	0.00	
amount claimed for payment					80.52	0.00	③
If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.							

① In London working late the previous evening. Travelled from Flat in [redacted] to Euston to Widmslow

## EXPENSES CLAIM

**Claim Number**

96611

**All expenses MUST be claimed in accordance with the Expenses Guide available on ICON Finance Section**

Name	Job Level	Payroll NO.	Department
MICHAEL THOMAS			INDEPENDENT MGMT

[illegible]

**Other incidental expenses (e.g. telephone, postage)**

13 June	—	—	CAR PARKING	3.40	

[illegible]

If this journey has incorporated an overnight stay at a hotel could you please note or append any comments (positive or negative) about the standard of the accommodation.